

Date 2002

TO:

, ID 837

FROM: Larry V. Osgood, Administrator
Division of Public Works

RE: DPW Project No.

, Idaho

Letter Change Order Number ???

The Letter Contract dated **insertdate** is hereby amended to provide for .

This notice is your authorization to proceed with the increased scope of work for a lump sum increase to your fee of \$, for a new total contract of \$.

Coordinate your work through **insertname**, Project Manager, Phone: (208) 332-19**??**.

Please acknowledge this amendment by signing and returning one copy. The duplicate is to be retained in your file.

ACCEPTED BY: _____

DATE: _____

C:

Fiscal